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ABSTRACT

Information on the size of the full-time humanities faculty, the proportion of that faculty who took sabbaticals or leaves without pay in recent years, and some of the policies and practices associated with sabbaticals was elicited by a survey of Higher Education Panel members. Usable responses were obtained from 546 colleges and universities, and data from responding institutions were statistically adjusted to represent the eligible national population of higher education institutions with full-time humanities faculty. In academic year 1979-80, 83,500 full-time faculty members taught in the humanities in the nation's institutions. Findings include the following: the sabbaticals awarded in 1979-80 numbered just over 5,300, approximately three percent fewer than those awarded two years earlier; 6 to 6.6 percent of the full-time humanities faculty took sabbaticals during the three-year period; leaves without pay were granted to about half as many humanities faculty members as were sabbaticals; full-year awards accounted for slightly more than one-quarter of all the sabbaticals awarded to humanities faculty in 1979-80; full-year awards accounted for more than half of the leaves without pay granted humanities faculty in the same year; nearly all universities, 84 percent of four-year colleges, and 60 percent of the two-year colleges offered sabbaticals as of winter 1981; nearly half of the institutions that offered sabbaticals awarded them competitively; full-time tenured faculty were eligible for sabbaticals at nearly all of the institutions awarding sabbaticals; administrative staff were eligible at about two-fifths of the institutions, and full-time nontenured faculty could receive them at 38 percent of the institutions. The questionnaire is appended. (SW)

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SABBATICAL AND RESEARCH LEAVES IN COLLEGES AND UNIVERSITIES

Charles J. Andersen and Frank J. Atelsek

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AMERICAN COUNCIL ON EDUCATION

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The Higher Education Panel is a survey research program established by the Council for the purpose of securing policy-related information quickly from representative samples of colleges and universities. *Higher Education Panel Reports* are designed to expedite communication of the Panel's survey findings to policy-makers in government, in the associations, and in educational institutions across the nation.

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As ever, we offer our special thanks to the HEP representatives at the participating campuses. They provided the data for this report and are the key elements in the successful operation of the HEP survey concept.

HIGHLIGHTS

HUMANITIES FACULTIES AND LEAVES

- In academic year 1979-80, 83,500 full-time faculty members taught in the humanities in the nation's institutions of higher education. Half were in four-year colleges, slightly more than one-quarter were in universities, and slightly fewer than one-quarter were in two-year colleges. These totals and distributions had not changed markedly since 1977-78.

- The sabbaticals awarded in 1979-80 numbered just over 5,300--approximately 3 percent fewer than those awarded two years earlier. However, the number awarded at two-year colleges had increased by one-quarter, whereas those at four-year colleges had dropped by 15 percent.

- Six to 6.6 percent of the full-time humanities faculty took sabbaticals during the three year period. This proportion varied according to type of institution, with a slightly higher rate (8.2 to 8.5 percent) at universities and a lower rate (4.2 to 5.6 percent) at two-year colleges.

- Leaves without pay were granted to about half as many humanities faculty members as were sabbaticals.

- Full-year awards accounted for slightly more than one-quarter (27 percent) of all the sabbaticals awarded to humanities faculty in 1979-80. Full-year awards accounted for more than half (55 percent) of the leaves without pay granted humanities faculty in the same year.

INSTITUTIONAL POLICIES GOVERNING LEAVES

- Three-quarters of the nation's colleges and universities offered sabbaticals as of winter 1981. Nearly all universities, 84 percent of the four-year colleges, and 60 percent of the two-year colleges did so.

- Nearly half of the institutions that offered sabbaticals awarded them competitively; another third awarded them semiautomatically.

- Full-time tenured faculty were eligible for sabbaticals at nearly all of the sabbatical-granting institutions. Administrative staff were eligible at about two-fifths of the institutions, and full-time nontenured faculty could receive them at 38 percent of the institutions.

- More than half of the institutions that awarded sabbatical leaves provided support on the basis of "half salary for a full year" or "full salary for a half year."

- Leaves without pay were available to faculty and staff at nearly all institutions. The most frequently cited permissible purpose for such leaves was "faculty development." "Research" was also accepted by a large percentage (78 percent) of the institutions that granted such leaves.

- One-quarter of the nation's institutions reported that they planned to review or amend their policies regarding sabbaticals in the next three years. Of these, one-third specified that they would be developing a leave policy.

Overview

This study was undertaken at the request of the National Endowment for the Humanities (NEH) to estimate the size of the full-time humanities faculty in the nation's colleges and universities, and to determine the proportion of that faculty who benefit from institutional policies governing sabbaticals and leaves without pay. In addition, the Endowment wanted to learn how widespread the practice of granting sabbaticals is and what some of the policies that relate to their use are.

NEH plays a substantial role in the support of research and advanced study in the humanities. It is therefore vitally interested in the availability and use of mechanisms such as the sabbatical that may be used to further research, enhance teaching capabilities, and encourage faculty development opportunities. Hence, a major concern of NEH has been the ability of humanities faculty to take leaves for professional or educational purposes.

In light of shifting levels of institutional resources and changes in the patterns of externally provided support, the Endowment has sought to examine both the frequency and kind of leaves taken by humanities faculty as well as the general institutional policies governing sabbaticals and leaves without pay. Data on the availability and use of those special types of research opportunity will assist the Endowment in determining the best use of public resources for furthering study and development in the humanities.

Methods Summary

The Higher Education Panel is a continuing survey research program created in 1971 by the American Council on Education to conduct specialized surveys on

topics of current policy interest to the higher education community and to government agencies.

The Panel is a stratified sample of 760 colleges and universities drawn from the population of more than 3,000 institutions listed in the National Center for Education Statistics' (NCES) Education Directory, Colleges and Universities. All institutions in the population are grouped according to the Panel's stratification design, which is based on three factors: institution type (university, four-year college, or two-year college), control or governance (public or private), and size (full-time-equivalent enrollment). For any given survey, either the entire Panel or an appropriate subgroup is used.

The questionnaire (see Appendix A) for this survey was mailed on February 2, 1981, to all Panel institutions except independent medical schools, religious or Bible colleges, and certain other specialized institutions, such as engineering and business colleges. Panel members were asked to indicate the size of their humanities faculty and their utilization of sabbaticals and leaves without pay. Institutions that formally provided for sabbaticals were asked a series of questions concerning who were eligible for leaves, how they were granted, what level of support was available, and institutional plans to review sabbatical policies.

From the 673 Panel members surveyed, 546 usable responses were obtained after mail and telephone follow-ups. This resulted in a response rate of slightly over 81 percent.

Data from responding institutions were statistically adjusted to represent the eligible national population of 2,481 universities, four-year colleges and two-year colleges with full-time humanities faculty. "Appendix B: Technical Notes" contains a description of the weighting procedure and a discussion of the reliability of the survey estimates.

Findings

There were an estimated 83,500 full-time humanities[1] faculty members in the nation's institutions of postsecondary education during academic year 1979-80. This represented an increase of only one-half of 1 percent over 1977-78. This change took place during a period when the size of the nation's full-time faculty (instructor and above) was estimated to have increased by just less than 1 percent, and its full-time-equivalent enrollment to have increased by 1.5 percent.[2]

Over half of the humanities faculty had their appointments at four-year colleges. One-fourth were at universities, and the remaining 21 percent were at two-year colleges (see table A). Public institutions employed roughly two-thirds of the total humanities faculty, and private institutions accounted for the rest.

Table A

Humanities Faculty, by Type of Institution, 1979-80

	Number
All institutions	83,500
Universities	22,600
Four-year colleges	43,200
Two-year colleges	17,800

Note: On this and subsequent tables, detail may not sum to totals because of weighting and rounding.

1. For this survey, the humanities were defined to include languages, both modern and classical; linguistics; literature; history; American studies; philosophy; archaeology; religious studies; and the history, criticism and theory of the arts.

2. NCES, Projections of Education Statistics to 1988-89 (Washington: GPO, 1980), pp. 43, 100.

Humanities Faculties And Leaves

Approximately one out of fifteen (6.6 percent) full-time humanities faculty took sabbaticals[3] in 1977-78, (table B). At universities the number increased slightly in each year examined in the survey, whereas at four-year and two-year colleges, there was a drop in the second year and a gain in the third. Notably, in the four-year sector the gain in 1979-80 was not as great as the earlier loss, so there were fewer sabbaticals at the end of the period than at the beginning.

Table B

Humanities Faculty Awarded Sabbatical Leaves, By Type of Institution

Academic Year	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
	Number of sabbaticals awarded			
1977-78	5,504	1,855	2,852	797
1978-79	5,005	1,909	2,351	745
1979-80	5,335	1,915	2,423	998
	As a percentage of humanities faculty			
1977-78	6.6	8.3	6.7	4.5
1978-79	6.0	8.5	5.5	4.2
1979-80	6.4	8.5	5.6	5.6

In contrast, the number of leaves without pay increased over the period for each type of institution (table C). Apparently the reduction in sabbatical

3. A sabbatical is a leave of absence to which faculty may become entitled after a fixed period of service and which is wholly or partly supported by the institution.

leaves was being offset somewhat by granting more leaves without pay. However, the number of leaves without pay continued to be only about half of the number of sabbaticals.

Table C

Humanities Faculty Who Took Leaves Without Pay, by Type of Institution

Academic Year	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
	Number of leaves without pay taken			
1977-78	2,457	901	1,215	341
1978-79	2,576	927	1,284	366
1979-80	2,847	938	1,492	417
	As a percentage of humanities faculty			
1977-78	3.0	4.0	2.8	1.9
1978-79	3.1	4.1	3.0	2.1
1979-80	3.4	4.1	3.5	2.3

These changes--fewer sabbaticals, more leaves without pay--are summarized in table D which shows the percentage change over the period by type of institution.

Table D

Percentage Change from 1977-78 to 1979-80 in Leaves Granted Humanities Faculty, by Type of Institution

	Sabbaticals	Leaves Without Pay
All institutions	-3.1	15.9
Universities	3.2	4.1
Four-year colleges	-15.0	22.8
Two-year colleges	25.2	22.3

The drop in the number of sabbaticals between 1977 and 1979 shown in table B represents 3.1 percent of the 1977 awards (see table D). The latter table also points up the sharp reduction of sabbaticals in the four-year college sector, the traditional bastion of the humanities and liberal arts. The drop contrasts with the increase by one-quarter in the number of sabbaticals awarded at two-year institutions.

For leaves without pay, each of the institutional sectors showed an increase during the period; in both the four-year and two-year college sectors the increase was slightly more than one-fifth.

Length Of Leaves

Data from the study permitted further analysis of leave-takers by the length of their leaves--whether they were for a full year or only part of one. In practice, sabbaticals were not often given for the full year. Over the three-year period, one-quarter to one-third of the reported sabbaticals were for a full year (see table E).

Most leaves without pay taken by humanities faculty during the reporting period were for the full year. This held true in each type of institution and in both the public and private sectors in 1977-78. However, by 1979-80 slightly less than half of these leaves were for a full year at the universities; and in the four-year colleges the proportion of such leaves had dropped slightly, although it still remained above the 50 percent mark. On the other hand, at two-year colleges, the percentage of the full-year leaves without pay had increased from 63 percent to 72 percent. Table E summarizes these changes by type of institution.

Table E

Full-Year Leaves as a Percentage of All Leaves, by Type of Leave and Institution

Academic Year	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
		Sabbaticals		
1977-78	27	28	25	33
1978-79	27	26	27	32
1979-80	27	29	26	27
		Leaves Without Pay		
1977-78	56	51	57	63
1978-79	55	46	60	58
1979-80	55	47	56	72

At two-year colleges, the decrease to approximately one-quarter in the proportion of year-long sabbaticals was accompanied by an increase in the percentage of year-long leaves without pay to nearly three-quarters. These two observations may invite speculation that these institutions tended to award the longer leave as one without pay. This survey, however, did not attempt to determine the reasons for such changes. Furthermore, it is not a trend that appears to be consistent among all institutional sectors. For example, data from the universities show a greater percentage increase in the long-term sabbatical than in the longer leave without pay (see detail table 5).

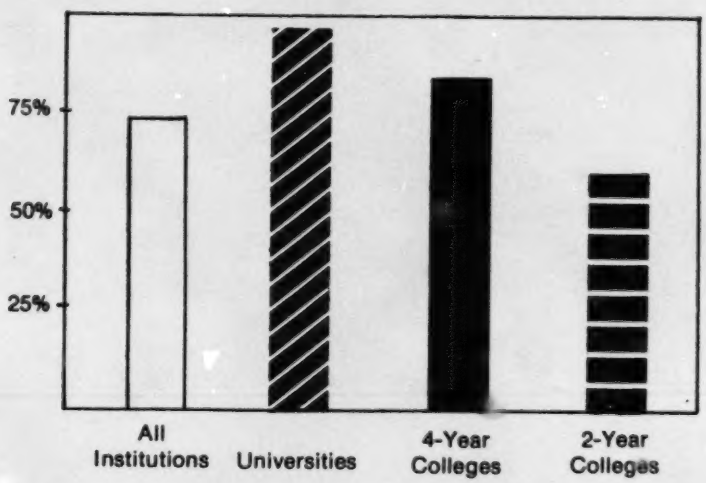
Sabbatical Policies

In order to place in better perspective the data concerning humanities faculty and their use of sabbaticals and leaves without pay, the Panel survey included several items concerning institutional leave policies.

As of winter 1981, three-quarters of the nation's 2,500 institutions of higher education covered in this survey made sabbatical leaves available to at least some members of their staff and faculty. This proportion varied considerably by type and control of institution.

Figure 1 shows that nearly all (96 percent) of the universities offered sabbaticals, as did 84 percent of the nation's four-year colleges. On the other hand, only three-fifths of the two-year colleges offered the benefit.

Fig. 1 Percentage of Institutions Offering Sabbaticals



The overwhelming majority of institutions that offered sabbaticals considered them to be a benefit for which all eligible staff had an equal opportunity in accordance with institutional policy and practice (table G). Only 5 percent of all institutions indicated that sabbaticals were negotiated separately as a part of an individual's contract. Four-year colleges appeared to show the least evidence of this practice; only 3 percent reported a procedure involving individual negotiation.

Table G

Provision for Sabbatical Leaves, by Type of Institution
(percentage distribution)

Provision for Sabbaticals	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
Total	100	100	100	100
Sabbaticals are a benefit for which all eligible staff have an equal opportunity	92	89	97	85
Sabbaticals are negotiated separately as part of each individual's contract	5	4	3	8
Other	4	7	1	7

Method Of Award and Eligibility For Sabbaticals

The manner in which sabbaticals were awarded varied considerably. The survey instrument identified four ways: automatically, semiautomatically, competitively, and "other".[4] A summary of the results appears in table H. It shows that nearly half of the sabbaticals were awarded competitively and about one-third semiautomatically. Fewer than 10 percent were given automatically.

Responses to a question that asked which faculty and staff were eligible for sabbaticals indicated that nearly all institutions so considered full-time tenured faculty. Those few who did not were probably institutions without tenure systems.

4. Institutions that indicated "semiautomatically" and "other" were asked to explain how the leaves were given. These explanations were analyzed with the result that some responses were reclassified. A sabbatical was considered "competitive" when the relative merits of an applicant's leave plan were weighed against others in allocating limited sabbatical funds.

Table H

Method of Awarding Sabbatical Leaves, by Type of Institution
(percentage distribution)

Method of Award	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
Total	100	100	100	100
Automatically	8	10	8	7
Semiautomatically	36	45	36	35
Competitively	47	34	49	47
Other	9	11	7	12

In addition, full-time nontenured faculty and the staff classified as "administrative and other" were eligible for sabbatical leaves at 38 percent and 42 percent of the institutions, respectively. Only a small proportion considered part-time faculty eligible.

Figure 2 summarizes sabbatical leave eligibility by type of faculty and type of institution.

Institutional Support For Faculty Members On Sabbatical

Responding institutions were asked what proportion of a faculty member's salary typically was provided for how long during a sabbatical leave. The modal arrangement was half salary for a full year. The reciprocal of that, full salary for a half year, was the next most frequently cited provision. These two combinations of percentages of salary and duration were the only ones reported by more than 20 percent of the institutions. The most generous arrangement, full salary for a full year, was identified as the typical arrangement at fewer than 3 percent of the institutions.

Fig. 2 Percentage of Institutions Reporting Faculty Eligibility for Sabbaticals, by Faculty Classification

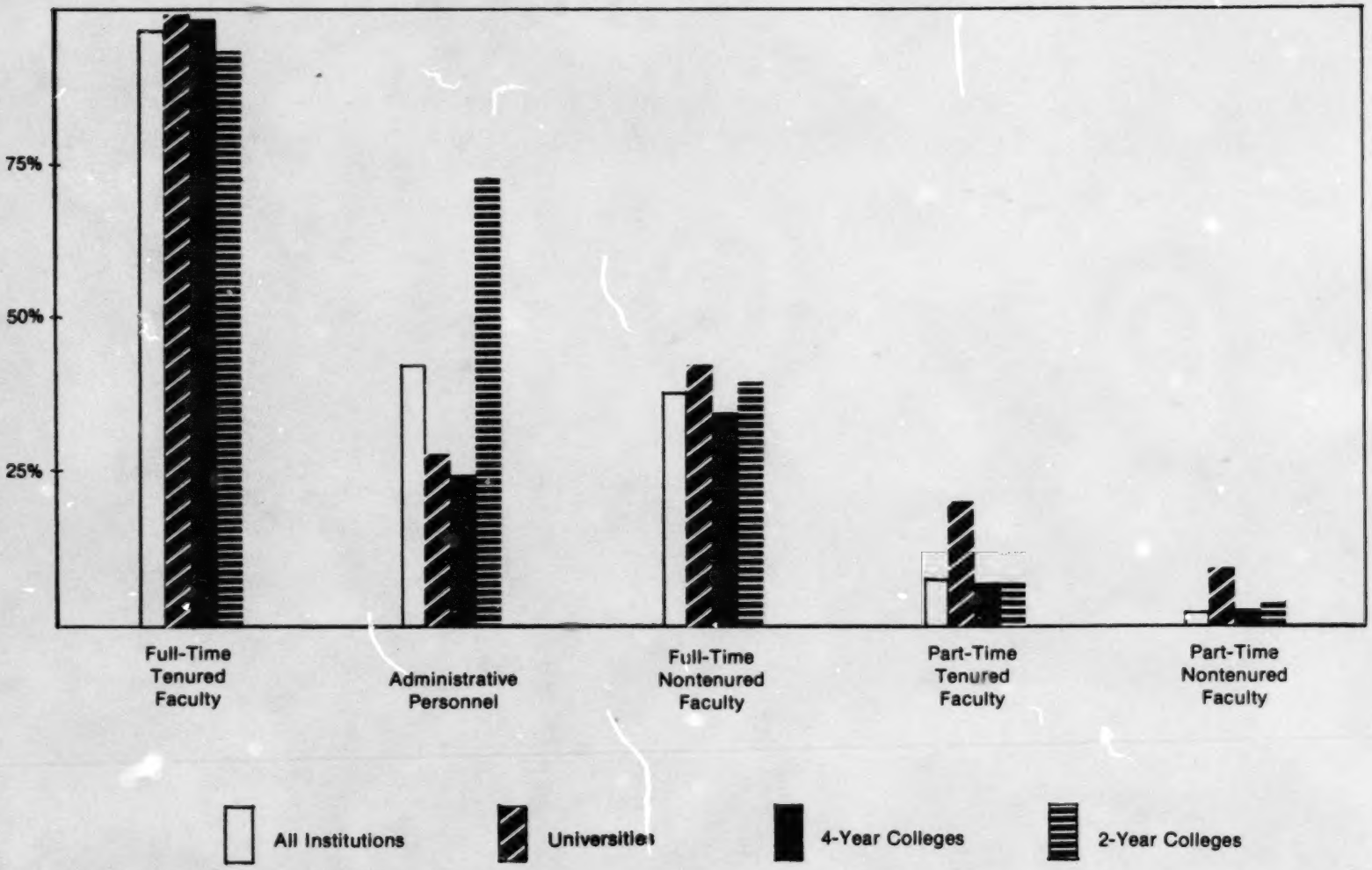


Table I shows the distribution of the three combinations mentioned, by type of institution. The major variance from the national average was by the two-year colleges. Although universities and four-year colleges both showed well above half of their number typically offering full salary for a half year, only about two-fifths of the two-year institutions did so.

Table I

Support Provided Faculty on Sabbatical Leaves, by Type of Institution
(in percentages)

Salary/Duration	All Institutions (N=1,846)	Universities (N=175)	Four-Year Colleges (N=1,006)	Two-Year Colleges (N=664)
Half salary/ full year	59	58	61	58
Full salary/ half year	57	54	67	42
Full salary/ full year	2	4	3	1

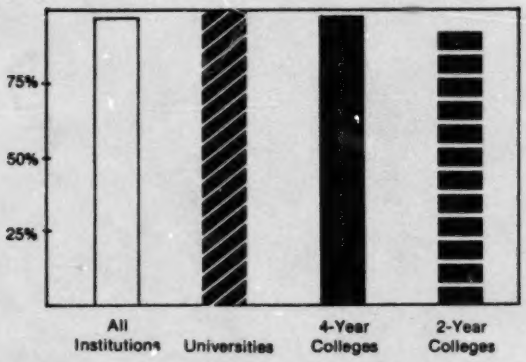
Note: Percentages are not additive. Many institutions indicated that a sabbatical may be for half salary for a full year or full salary for half a year.

Leave Without Pay

Nearly all institutions (97 percent) made leaves without pay available to their faculty and/or staff. Figure 3 shows that over 90 percent of each of the major institutional types granted such benefits.

In response to a query concerning the purposes for which leaves without pay were granted, nearly all (96 percent) of the institutions cited "faculty development". "Research" and "other academic employment" (a category that included

Fig. 3 Percentage of Institutions Offering Leaves Without Pay



visiting professorships) were identified by 78 percent and 72 percent, respectively, as being permissible purposes.

Table J shows these percentages by type of institution. While nearly all universities and most colleges allowed leaves without pay for research and other academic employment, only three-fifths of the universities and fewer than half of the four-year and two-year colleges allowed leaves for nonacademic employment.

Table J

Allowable Purposes for Leaves Without Pay, by Type of Institution
(in percentages)

Allowable Purpose	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
Faculty development	96	96	96	96
Research	78	99	91	59
Other academic employment	72	96	85	52
Nonacademic employment	41	60	45	33

Plans To Review Sabbatical Leave Policies

Increasing personnel compensation costs at colleges and universities have sparked interest in policy changes which would limit sabbaticals as a staff benefit. Therefore, the HEP questionnaire asked institutions if they were planning within the next three years to review or amend their sabbatical leave policies. Those institutions that reported affirmatively were asked about the nature of the planned changes.

Table K

Sabbatical Leave Policy Changes, by Type of Institution
(in percentages)

Policy Change	All Institutions (N=572)	Universities (N=40)	Four-Year Colleges (N=258)	Two-Year Colleges (N=275)
Will develop policy	33	5	32	38
Will liberalize:				
eligibility requirements	4	12	6	1
terms of sabbatical	15	15	19	12
Will restrict:				
eligibility requirements	6	12	4	6
terms of sabbatical	9	12	5	12
Will terminate sabbaticals	*	3	0	0
Other	40	62	42	35

Note: Multiple responses were permitted.

*Less than .5 percent.

Responses indicated that only about one-quarter of the institutions were planning any change. Of those planning a review of some sort, about one-third would be developing a policy. Most of these were two-year colleges. Table K shows estimates of the percentages of institutions, categorized by type, that reported liberalization or restriction of the terms of and eligibility requirements for sabbaticals.

In the university and four-year college sectors, the institutions reporting liberalization equaled or outnumbered those reporting restrictions. In the two-year sector, however, that pattern was reversed. Only one institution (a university) reported plans to terminate its sabbatical leave program.

Forty percent of the institutions that planned to review or change their sabbatical policies indicated that the change would involve something other than the six options offered on the questionnaire. In over half of these cases the review was expected because of scheduled contract negotiations and the fact that provision for sabbaticals was a part of the institution's collective bargaining agreement. This was most frequently observed among public institutions. In about one-quarter of the "other" reasons the review of sabbatical was identified, policies were to be reexamined merely as part of a general faculty compensation review. In a few instances the "other" reasons included considering the sabbatical according to "cut-off age", ways to refine selection criteria and steps to decentralize the review and approval process.

Conclusions

An estimated 83,500 full-time humanities faculty members taught at the nation's institutions of higher education in academic year 1979-80. This figure has not changed substantially since 1977-78.

Approximately 6.5 percent of humanities faculty were awarded sabbaticals in 1979-80, and another 3.4 percent were granted leaves without pay. Thus, it appears likely that, in the humanities, nearly 10 percent of the full-time faculty received some type of leave for research or professional development in 1979-80. A majority of the institutions that awarded sabbaticals provide support for the grantees on the basis of half pay for a full year or full pay for a half year.

The sabbatical leave is apparently a well-established part of this country's system of higher education. It is available at nearly all universities, well over four-fifths of the nation's four-year colleges, and at three-fifths of its two-year colleges.

While one-quarter of the country's institutions plan to review their policies concerning sabbaticals in the next three years, apparently very few of these are considering restricting either the terms or the eligibility requirements for sabbaticals.

At nearly all of the institutions that granted sabbaticals, full-time tenured faculty were eligible. In contrast, fewer than one-half of the institutions report that administrative staff could be granted the award. Fewer than two-fifths of the institutions reported eligibility for other categories of faculty.

Detailed Report Tables

Table 1

Number and Percentage Distribution of Full-Time Humanities Faculty, by Type and Control of Institution, AY 1977-78 through 1979-80

Type and Control of Institution	1977-78		1978-79		1979-80	
	Number	Percent	Number	Percent	Number	Percent
All institutions	83,053	100.0	83,286	100.0	83,537	100.0
Universities	22,483	27.1	22,579	27.1	22,628	27.1
Four-year colleges	42,872	51.6	42,942	51.6	43,154	51.7
Two-year colleges	17,697	21.3	17,765	21.3	17,755	21.3
Public institutions	53,024	63.8	53,090	63.7	53,049	63.5
Universities	15,077	18.2	15,137	18.2	15,126	18.1
Four-year colleges	21,894	26.4	21,868	26.3	21,951	26.3
Two-year colleges	16,053	19.3	16,086	19.3	15,972	19.1
Private institutions	30,029	36.2	30,196	36.3	30,488	36.5
Universities	7,406	8.9	7,442	8.9	7,502	9.0
Four-year colleges	20,978	25.3	21,074	25.3	21,203	25.4
Two-year colleges	1,644	2.0	1,679	2.0	1,783	2.1

Note: On this and subsequent tables, detail may not add to totals because of rounding.

Table 2

Full-Time Humanities Faculty Who Took Leave,
by Type and Length of Leave, AY 1977-78 through 1979-80:

All Institutions

Type and Length of Leave	1977-78 Number Who Took Leave	1977-78 As a % of All Humanities Faculty	1978-79 Number Who Took Leave	1978-79 As a % of All Humanities Faculty	1979-80 Number Who Took Leave	1979-80 As a % of All Humanities Faculty
ALL INSTITUTIONS						
All sabbatical leaves	5,504	6.6	5,005	6.0	5,335	6.4
Partial year	4,000	4.8	3,631	4.4	3,884	4.6
Full year	1,504	1.8	1,374	1.6	1,451	1.7
All leaves without pay	2,457	3.0	2,576	3.1	2,847	3.4
Partial year	1,089	1.3	1,169	1.4	1,268	1.5
Full year	1,368	1.6	1,407	1.7	1,579	1.9
UNIVERSITIES						
All sabbatical leaves	1,855	8.3	1,909	8.5	1,915	8.5
Partial year	1,327	5.9	1,404	6.2	1,358	6.0
Full year	528	2.3	505	2.2	557	2.5
All leaves without pay	901	4.0	927	4.1	938	4.1
Partial year	443	2.0	496	2.2	494	2.2
Full year	458	2.0	431	1.9	444	2.0
FOUR-YEAR COLLEGES						
All sabbatical leaves	2,852	6.7	2,351	5.5	2,423	5.6
Partial year	2,136	5.0	1,720	4.0	1,797	4.2
Full Year	716	1.7	631	1.5	626	1.5
All leaves without pay	1,215	2.8	1,284	3.0	1,492	3.5
Partial year	520	1.2	520	1.2	658	1.5
Full year	695	1.6	764	1.8	834	1.9
TWO-YEAR COLLEGES						
All sabbatical leaves	797	4.5	745	4.2	998	5.6
Partial year	537	3.0	508	2.9	729	4.1
Full year	260	1.5	237	1.3	269	1.5
All leaves without pay	341	1.9	366	2.1	417	2.3
Partial year	127	0.7	154	0.9	116	0.7
Full year	214	1.2	212	1.2	301	1.7

Table 3

Full-Time Humanities Faculty Who Took Leave, by Type and Length of Leave, AY 1977-78 through 1979-80:

Public Institutions

Type and Length of Leave	1977-78 Number Who Took Leave	1977-78 As a % of All Humanities Faculty	1978-79 Number Who Took Leave	1978-79 As a % of All Humanities Faculty	1979-80 Number Who Took Leave	1979-80 As a % of All Humanities Faculty
ALL PUBLIC INSTITUTIONS						
All sabbatical leaves	3,024	5.7	3,028	5.7	3,155	5.9
Partial year	2,209	4.2	2,231	4.2	2,301	4.3
Full year	815	1.5	797	1.5	854	1.6
All leaves without pay	1,435	2.7	1,566	2.9	1,614	3.0
Partial year	627	1.2	699	1.3	643	1.2
Full year	808	1.5	867	1.6	971	1.8
PUBLIC UNIVERSITIES						
All sabbatical leaves	1,118	7.4	1,174	7.8	1,156	7.6
Partial year	848	5.6	914	6.0	858	5.7
Full year	270	1.8	260	1.7	298	2.0
All leaves without pay	566	3.8	609	4.0	592	3.9
Partial year	280	1.9	332	2.2	306	2.0
Full year	286	1.9	277	1.8	286	1.9
PUBLIC FOUR-YEAR COLLEGES						
All sabbatical leaves	1,161	5.3	1,125	5.1	1,089	5.0
Partial year	824	3.8	809	3.7	749	3.4
Full year	337	1.5	316	1.4	340	1.5
All leaves without pay	564	2.6	625	2.9	640	2.9
Partial year	221	1.0	230	1.1	221	1.0
Full year	343	1.6	395	1.8	419	1.9
PUBLIC TWO-YEAR COLLEGES						
All sabbatical leaves	745	4.6	728	4.5	911	5.7
Partial year	537	3.3	508	3.2	694	4.3
Full year	208	1.3	220	1.4	217	1.4
All leaves without pay	307	1.9	331	2.1	383	2.4
Partial year	127	0.8	136	0.8	116	0.7
Full year	180	1.1	195	1.2	267	1.7

Table 4

Full-Time Humanities Faculty Who Took Leave, by Type and Length of Leave, AY 1977-78 through 1979-80:

Private Institutions

Type and Length of Leave	1977-78 Number Who Took Leave	1977-78 As a % of All Humanities Faculty	1978-79 Number Who Took Leave	1978-79 As a % of All Humanities Faculty	1979-80 Number Who Took Leave	1979-80 As a % of All Humanities Faculty
ALL PRIVATE INSTITUTIONS						
All sabbatical leaves	2,480	8.3	1,977	6.5	2,180	7.2
Partial year	1,790	6.0	1,400	4.6	1,583	5.2
Full year	690	2.3	577	1.9	597	2.0
All leaves without pay	1,022	3.4	1,011	3.3	1,234	4.0
Partial year	462	1.5	471	1.6	626	2.1
Full year	560	1.9	540	1.8	608	2.0
PRIVATE UNIVERSITIES						
All sabbatical leaves	737	10.0	735	9.9	759	10.1
Partial year	479	6.5	490	6.6	500	6.7
Full year	258	3.5	245	3.3	259	3.5
All leaves without pay	336	4.5	317	4.3	346	4.6
Partial year	163	2.2	163	2.2	188	2.5
Full year	173	2.3	154	2.1	158	2.1
PRIVATE FOUR-YEAR COLLEGES						
All sabbatical leaves	1,692	8.1	1,226	5.8	1,334	6.3
Partial year	1,312	6.3	911	4.3	1,048	4.9
Full year	380	1.8	315	1.5	286	1.3
All leaves without pay	651	3.1	659	3.1	852	4.0
Partial year	299	1.4	290	1.4	437	2.1
Full year	352	1.7	369	1.8	415	2.0
PRIVATE TWO-YEAR COLLEGES						
All sabbatical leaves	52	3.2	17	1.0	87	4.9
Partial year	0	0.0	0	0.0	35	2.0
Full year	52	3.2	17	1.0	52	2.9
All leaves without pay	35	2.1	34	2.0	35	2.0
Partial year	0	0.0	17	1.0	0	0.0
Full year	35	2.1	17	1.0	35	2.0

Table 5

Percentage Change in Full-Time Humanities Faculty Who Took Leave, by Type and Length of Leave, Between AY 1977-78 and 1979-80

Type and Length of Leave	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
	ALL INSTITUTIONS			
All sabbatical leaves	-3.1	3.2	-15.0	25.2
Partial year	-2.9	2.3	-15.9	35.8
Full Year	-3.5	5.5	-12.6	3.5
All leaves without pay	15.9	4.1	22.8	22.3
Partial year	16.4	11.5	26.5	-8.7
Full year	15.4	-3.1	20.0	40.7
	PUBLIC INSTITUTIONS			
All sabbatical leaves	4.3	3.4	-6.2	22.3
Partial year	4.2	1.2	-9.1	29.2
Full year	4.8	10.4	.9	4.3
All leaves without pay	12.5	4.6	13.5	24.8
Partial year	2.6	9.3	0	-8.7
Full year	20.2	0	22.2	48.3
	PRIVATE INSTITUTIONS			
All sabbatical leaves	-12.1	3.0	-21.2	67.3
Partial year	-11.6	4.4	-20.1	NA
Full year	-13.5	.4	-24.7	0
All leaves without pay	20.7	3.0	30.9	0
Partial year	35.5	15.3	46.2	0
Full year	8.6	-8.7	17.9	0

Table 6

Institutions That Award Leaves, Winter 1981

Leave Policy	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
	ALL INSTITUTIONS			
All institutions	N=2,481	N=182	N=1,201	N=1,098
Percentage that award:				
Sabbatical leaves	74.4	96.1	83.8	60.5
Leaves without pay	96.6	100.0	99.4	93.0
	PUBLIC INSTITUTIONS			
Public institutions	N=1,334	N=112	N=350	N=873
Percentage that award:				
Sabbatical leaves	73.2	94.6	83.8	66.2
Leaves without pay	98.2	100.0	100.0	97.1
	PRIVATE INSTITUTIONS			
Private institutions	N=1,147	N=71	N=851	N=225
Percentage that award:				
Sabbatical leaves	75.8	98.3	83.8	38.5
Leaves without pay	94.9	100.0	99.2	76.9

Table 7

Percentage Distribution of Institutions That Award Sabbatical Leaves, by Type of Sabbatical Leave Policy, Winter 1981

Type of Policy	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
	ALL INSTITUTIONS			
All policies	100.0 (N=1,846)	100.0 (N=175)	100.0 (N=1,006)	100.0 (N=664)
Sabbatical leaves are a benefit for which all staff have equal opportunity	91.8	89.0	96.9	84.8
Sabbatical leaves are negotiated separately as a part of each contract	4.7	4.1	2.6	8.0
Other policy	3.6	6.8	0.6	7.2
	PUBLIC INSTITUTIONS			
All policies	100.0 (N=977)	100.0 (N=105)	100.0 (N=293)	100.0 (N=578)
Sabbatical leaves are a benefit for which all staff have equal opportunity	89.2	90.9	95.9	85.5
Sabbatical leaves are negotiated separately as a part of each contract	4.9	4.5	2.6	6.2
Other policy	5.9	4.5	1.5	8.3
	PRIVATE INSTITUTIONS			
All policies	100.0 (N=869)	100.0 (N=70)	100.0 (N=713)	100.0 (N=87)
Sabbatical leaves are a benefit for which all staff have equal opportunity	94.7	86.2	97.3	80.0
Sabbatical leaves are negotiated separately as a part of each contract	4.3	3.4	2.5	20.0
Other policy	1.0	10.3	0.2	0.0

Table 8

Percentage Distribution of Institutions That Award Sabbatical Leaves, by Method of Award, Winter 1981

Method of Award	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
	ALL INSTITUTIONS			
All methods	100.0 (N=1,846)	100.0 (N=175)	100.0 (N=1,006)	100.0 (N=664)
Automatically	7.9	10.3	8.3	6.6
Semiautomatically	36.3	44.5	35.8	34.8
Competitively	46.9	34.2	49.2	46.7
Other methods	9.0	11.0	6.7	11.9
	PUBLIC INSTITUTIONS			
All methods	100.0 (N=977)	100.0 (N=106)	100.0 (N=293)	100.0 (N=578)
Automatically	6.[illegible]	8.0	8.5	4.6
Semiautomatically	31.7	38.6	19.0	37.0
Competitively	52.1	46.6	62.9	47.7
Other methods	10.0	6.8	9.6	10.7
	PRIVATE INSTITUTIONS			
All methods	100.0 (N=869)	100.0 (N=70)	100.0 (N=713)	100.0 (N=87)
Automatically	9.8	13.8	8.2	20.0
Semiautomatically	41.4	53.4	42.8	20.0
Competitively	41.0	15.5	43.6	40.0
Other methods	7.8	17.2	5.4	20.0

Table 9

Percentage of Institutions That Award Sabbatical Leaves, by Category of Eligible Faculty and Staff, Winter 1981

Faculty & Staff Eligibility Categories	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
	ALL INSTITUTIONS			
All eligibility categories	100.0 (N=1,846)	100.0 (N=175)	100.0 (N=1,006)	100.0 (N=664)
Full-time tenured faculty	96.0	99.4	97.6	93.1
Part-time tenured faculty	7.4	19.4	6.5	5.6
Full-time nontenured faculty	38.2	43.4	35.4	41.1
Part-time nontenured faculty	2.5	8.0	1.5	2.6
Administrative and other staff	42.0	27.4	24.5	72.6
	PUBLIC INSTITUTIONS			
All eligibility categories	100.0 (N=977)	100.0 (N=106)	100.0 (N=293)	100.0 (N=578)
Full-time tenured faculty	96.8	98.1	100.0	94.8
Part-time tenured faculty	6.3	22.6	6.5	3.3
Full-time nontenured faculty	35.5	41.5	33.4	35.3
Part-time nontenured faculty	1.0	9.4	0.0	0.0
Administrative and other staff	59.2	38.7	42.3	71.5
	PRIVATE INSTITUTIONS			
All eligibility categories	100.0 (N=869)	100.0 (N=70)	100.0 (N=713)	100.0 (N=87)
Full-time tenured faculty	95.2	100.0	96.5	79.3
Part-time tenured faculty	8.4	14.3	6.5	19.5
Full-time nontenured faculty	41.2	44.3	36.2	79.3
Part-time nontenured faculty	4.3	7.1	2.1	19.5
Administrative and other staff	22.9	10.0	17.1	79.3

Note: Percentages are not additive; multiple responses were permitted.

Table 10

Percentage of Institutions That Award Sabbatical Leaves, by Type of Planned Policy Review, Winter 1981

Type of Policy Review or Change	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
	ALL INSTITUTIONS			
All institutions	100.0 (N=2,481)	100.0 (N=182)	100.0 (N=1,201)	100.0 (N=1,098)
Percentage planning to review policies concerning sabbatical leaves	23.1 (N=572)	22.0 (N=40)	21.5 (N=258)	25.0 (N=275)
Percentage planning to:				
Develop sabbatical leave policy	33.0	5.0	31.8	38.2
Liberalize eligibility requirements	4.0	12.5	6.2	0.7
Liberalize terms of sabbatical leaves	15.2	15.0	18.6	12.0
Restrict eligibility requirements	5.6	12.5	3.5	6.5
Restrict terms of sabbatical leaves	8.9	12.5	5.4	11.6
Terminate sabbatical leaves	0.2	2.5	0.0	0.0
Other	40.2	62.5	41.9	35.3
	PUBLIC INSTITUTIONS			
Public institutions	100.0 (N=1,334)	100.0 (N=112)	100.0 (N=350)	100.0 (N=873)
Percentage planning to review policies concerning sabbatical leaves	22.3 (N=298)	25.0 (N=28)	23.7 (N=83)	21.5 (N=188)
Percentage planning to:				
Develop sabbatical leave policy	23.8	0.0	21.7	28.2
Liberalize eligibility requirements	1.7	7.1	0.0	1.1
Liberalize terms of sabbatical leaves	9.4	17.9	9.6	8.5
Restrict eligibility requirements	7.7	14.3	2.4	9.6
Restrict terms of sabbatical leaves	11.7	14.3	0.0	17.0
Terminate sabbatical leaves	0.0	0.0	0.0	0.0
Other	50.7	57.1	67.5	42.0
	PRIVATE INSTITUTIONS			
Private institutions	100.0 (N=1,147)	100.0 (N=71)	100.0 (N=851)	100.0 (N=225)
Percentage planning to review policies concerning sabbatical leaves	23.9 (N=274)	16.9 (N=12)	20.6 (N=175)	38.7 (N=87)
Percentage planning to:				
Develop sabbatical leave policy	43.1	16.7	36.6	59.8
Liberalize eligibility requirements	6.6	16.7	9.1	0.0
Liberalize terms of sabbatical leaves	21.5	8.3	23.4	19.5
Restrict eligibility requirements	2.9	8.3	4.0	0.0
Restrict terms of sabbatical leaves	5.5	8.3	8.0	0.0
Terminate sabbatical leaves	0.4	8.3	0.0	0.0
Other	28.5	83.3	29.1	19.5

Note: Percentages are not additive; multiple responses were permitted.

Table 11

Percentage of Institutions That Grant Leaves Without Pay, by Purpose for Which Leave Was Granted, Winter 1981

Purpose for Which Leaves Without Pay May Be Granted	All Institutions	Universities	Four-Year Colleges	Two-Year Colleges
	ALL INSTITUTIONS			
All institutions	100.0 (N=2,481)	100.0 (N=182)	100.0 (N=1,201)	100.0 (N=1,098)
Percentage that grant leaves without pay	96.6 (N=2,397)	100.0 (N=182)	99.4 (N=1,194)	93.0 (N=1,021)
Of those that grant leaves, percentage that grant leaves for:				
Research	78.0	98.9	91.2	58.8
Faculty development	96.1	95.6	95.9	96.5
Other academic employment	72.0	96.2	85.2	52.3
Nonacademic employment	41.2	59.9	45.0	33.5
Other purposes	11.3	6.6	12.5	10.8
	PUBLIC INSTITUTIONS			
Public institutions	100.0 (N=1,334)	100.0 (N=112)	100.0 (N=350)	100.0 (N=873)
Percentage that grant leaves without pay	98.2 (N=1,310)	100.0 (N=112)	100.0 (N=350)	97.1 (N=848)
Of those that grant leaves, percentage that grant leaves for:				
Research	68.3	98.2	92.3	54.4
Faculty development	97.6	98.2	96.9	97.8
Other academic employment	61.7	95.5	82.6	48.7
Nonacademic employment	38.9	66.1	46.3	32.2
Other purposes	10.5	8.9	10.3	11.0
	PRIVATE INSTITUTIONS			
Private institutions	100.0 (N=1,147)	100.0 (N=71)	100.0 (N=851)	100.0 (N=225)
Percentage that grant leaves without pay	94.9 (N=1,088)	100.0 (N=71)	99.2 (N=844)	76.9 (N=173)
Of those that grant leaves, percentage that grant leaves for:				
Research	89.6	98.6	90.9	79.8
Faculty development	94.2	90.1	95.4	90.2
Other academic employment	84.4	95.8	86.3	69.9
Nonacademic employment	43.9	49.3	44.3	39.9
Other purposes	12.2	2.8	13.4	9.8

Note: Percentages are not additive; multiple responses were permitted.

Appendix A: Survey Instrument

AMERICAN COUNCIL ON EDUCATION
ONE DUPONT CIRCLE
WASHINGTON, D. C. 20036

HIGHER EDUCATION PANEL
(202) 833-4757

February 2, 1981

Dear Higher Education Panel Representative:

Attached is Higher Education Panel Survey #53, "Sabbatical and Research Leaves in Colleges and Universities." The purpose of the survey is to gather data on institutional policies affecting sabbatical leaves and leaves without pay and to chart trends in faculty members taking such leaves.

The National Endowment for the Humanities (NEH), the sponsor of this survey, recognizes its role in support of research, education, and public activity in the humanities. Its responsibilities entail a vital presence in the whole area of sponsorship of individual faculty research and personal development opportunities. The appropriate mix of research fellowships -- pedagogical or curricula-oriented fellowships, or the more conventional faculty development opportunities provided by NEH -- will be reviewed with a concern for the shifting resources provided by the nation's colleges, universities, and the private sector. The survey findings will assist NEH to determine needs and priorities in this area.

Our field test results indicated that the most likely respondent for this survey would be the Office of Academic Affairs or the Office of the Dean of Instruction. As usual, however, we leave that decision to you.

Please understand that responses from your institution will be held in strict confidence. As with all our surveys, the data you provide will be reported in summary fashion only and will not be identifiable with your institution. This survey is authorized by the National Science Foundation Act of 1950, as amended. Although you are not required to respond, your cooperation is needed to make the results comprehensive, reliable, and timely.

Please return the completed questionnaire to us by February 23, 1981. A prepaid return envelope has been enclosed for your convenience. If you have any problems or questions, please do not hesitate to telephone us collect at 202-833-4757.

Sincerely,

Frank J. Atelsek

Frank J. Atelsek
Panel Director

OMB No. 099-R0265
Exp. 6/81

American Council on Education
Higher Education Panel Survey #53:

Sabbatical and Research Leaves in Colleges and Universities

A. POLICY ISSUES

1. Does your institution formally provide for sabbatical* leaves?

   ( ) No *If no, please skip questions 2-4 and go straight to question 5.*

   ( ) Yes *If yes,*
   Are sabbatical leaves **(Check only one)**:

   ( ) Negotiated separately as part of each individual's contract
   ( ) A benefit for which all eligible staff have equal opportunity in accordance with institutional policy or established practice
   ( ) Other (*please describe*) _____

2. Which of the following professional employees are eligible for sabbatical leave? **(Check all that apply)**

   ( ) full-time tenured faculty
   ( ) part-time tenured faculty
   ( ) full-time nontenured faculty
   ( ) part-time nontenured faculty
   ( ) administrative and other

3. How are sabbatical leaves given?

   ( ) automatically
   ( ) semi-automatically (*please explain*)
   _____
   ( ) competitively
   ( ) other (*please explain*) _____

4. Typically, what proportion of support does your institution provide to a faculty member who is on sabbatical leave? *Please report percentage of salary and percentage of academic or contract year.*

   _____ percent of salary

   _____ percent of academic or contract year

5. Does your institution allow/offer leaves without pay to faculty members?

   ( ) No
   ( ) Yes *If yes,*
   For what professional or educational purposes may leaves without pay be granted? **(Check all that apply.)**

   ( ) research
   ( ) faculty development (related to teaching)
   ( ) other academic employment (including visiting professorships)
   ( ) nonacademic employment (*please describe*) _____
   ( ) other (*please describe*) _____

6. Does your institution plan to review or amend its current policy regarding sabbatical leaves within the next three years?

   ( ) No
   ( ) Yes ( ) will develop a policy regarding sabbaticals
   ( ) will liberalize eligibility requirements
   ( ) will liberalize terms of the sabbatical
   ( ) will restrict eligibility requirements
   ( ) will restrict terms of the sabbatical
   ( ) will terminate sabbaticals
   ( ) other (*please explain*) _____

*A *sabbatical* is a leave of absence to which faculty may become entitled after a fixed period of service and which is wholly or partly supported by the institution.

B. FULL-TIME HUMANITIES FACULTY
Be sure to include all persons with faculty rank even if they also hold administrative positions.

If full-time faculty members are assigned only part-time to the humanities, include them only if at least half of their teaching assignments are in the humanities.

7. How many full-time humanities faculty were employed at your institution during each of the following academic years?

Academic Year	Number of Full-time Humanities Faculty
1977-78	_____
1978-79	_____
1979-80	_____

Humanities include languages, both modern and classical; linguistics; literature; history; American studies; philosophy; archaeology; religious studies; and the history, criticism and theory of the arts.

8. How many full-time humanities faculty members have taken leave for professional or educational reasons—either sabbatical or without pay—for each of the following academic years?

Academic Year	Number Who Took Sabbatical Leave		Number Who Took Leave Without Pay	
	Partial Year	Full Year	Partial Year	Full Year
1977-78	_____	_____	_____	_____
1978-79	_____	_____	_____	_____
1979-80	_____	_____	_____	_____

Thank you for your assistance. Please return this form by **February 23, 1981** to:

Higher Education Panel
American Council on Education
One Dupont Circle, N.W.
Washington, D.C. 20036

Please keep a copy of this survey for your records.
Person completing form

Name _____

Dept. _____

Phone _____

If you have any questions or problems, please call the HEP staff collect at 202-833-4757

Appendix B: Technical Notes

Weighting

Data from the responding Panel institutions were statistically adjusted to represent the national population of institutions that had full-time humanities faculty. Excluded were independent medical schools, religious or Bible colleges, and certain other specialized institutions, such as engineering and business colleges. The stratification design for weighting follows.

Table B-1: Stratification Design

Cell	Category	Population	Respondents
01	Public universities	112	93
02	Private universities	71	59
04	Public black four-year colleges FTE > 3,000	12	7
05	Public nonblack four-year colleges FTE > 8,750	100	68
07	Private nonblack four-year colleges FTE > 8,750	11	9
08	Public two-year colleges FTE > 8,750	36	26
09	Public four-year colleges FTE 3,700-8,750	75	34
10	Public four-year colleges FTE < 3,700	163	26
11	Private four-year colleges FTE 2,000-8,750	119	31
12	Private four-year colleges FTE 1,000-2,000	255	36
13	Private four-year colleges FTE < 1,000	466	19
14	Public two-year colleges FTE 5,100-8,750	62	26
15	Public two-year colleges FTE 3,260-5,100	104	35
16	Public two-year colleges FTE 1,600-3,260	175	32
17	Public two-year colleges FTE < 1,600	496	32
18	Private two-year colleges	225	13

The weighting technique used was the standard one employed for full Panel surveys. Data received from Panel members were adjusted for item and institutional nonresponse within each cell. Then institutional weights were applied to bring the Panel data up to estimates representative of the national population.

Comparison of Respondents and Nonrespondents

Table B-2 compares survey respondents and nonrespondents against several variables. Higher-than-average responses rates were recorded for private institutions in general, universities, institutions in the Midwest and South, and those with undergraduate enrollments between 2,000 and 5,999 students. Public two-year and four-year institutions, large institutions, and those in the East and West had lower-than-average response rates.

Table B-2: Comparison of Respondents and Nonrespondents (in percentages)

Characteristic	Respondents (N=546)	Nonrespondents (N=127)	Response Rate
Total	100.0	100.0	81.1
Control			
Public	70.2	74.8	80.1
Private	29.8	25.2	83.6
Type and control			
Public universities	17.0	13.4	84.6
Private universities	10.8	8.7	84.3
Public four-year colleges	24.7	29.1	78.5
Private four-year colleges	17.4	14.2	84.1
Public two-year colleges	27.7	32.3	78.6
Private two-year colleges	2.4	2.4	81.2
Region			
East	24.5	31.5	77.0
Midwest	24.9	19.7	84.5
South	29.9	23.6	84.5
West	20.5	25.2	77.8
Total undergraduate enrollment (1976)			
less than 2,000	22.2	22.8	80.7
2,000 - 5,999	32.2	26.8	83.8
6,000 - 9,999	22.0	24.4	79.5
10,000 or more	23.6	26.0	79.6

Reliability of Survey Estimates

Since the statistics presented in this report are based on a sample, they will differ somewhat from the figures which would have been obtained if a complete census had been taken using the same survey instrument, instructions, and procedures. As in any survey, the results are also subject to reporting and processing errors and errors due to nonresponse. To the extent possible, these types of errors were kept to a minimum by methods built into the survey procedures.

The standard error is primarily a measure of sampling variability--that is, the variations that might occur by chance because only a sample of the institutions is surveyed. The chances are about 68 out of 100 that an estimate from the sample would differ from a complete census by less than the standard error. The chances are about 90 out of 100 that it would be less than 1.65 times the standard error; about 95 out of 100 that it would be less than 1.96 times the standard error; and about 99 out of 100 that it would be less than 2.5 times as large. Thus, knowing the standard error permits us to specify a range within which we can have a stated confidence that a given estimate would lie if a complete census, rather than a sample survey, had been conducted. As an example, refer in table B-3 to the estimated number of all institutions that offer sabbatical leaves--1,846. The 90 percent confidence interval for that item is plus or minus 118. Thus, chances are about 90 out of 100 that a complete census would show the number of institutions that offer sabbatical leaves to be more than 1,728 and less than 1,964.

Table B-3 shows 90 percent confidence intervals of selected survey items for all institutions and for public and private institutions separately.

Table B-3: Ninety Percent Confidence Intervals of Selected Survey Estimates

Item	All Institutions		Public Institutions		Private Institutions	
	Estimate	Confidence Interval±	Estimate	Confidence Interval±	Estimate	Confidence Interval±
Institutions that offer sabbatical leaves	1,846	118	977	75	869	91
Institutions that offer leaves without pay	2,397	52	1,310	26	1,088	45
Full-time humanities faculty 1979-80	83,537	3,239	53,049	2,585	30,488	1,953
Number who took:						
partial year sabbaticals	3,884	512	2,301	427	1,583	283
full year sabbaticals	1,451	142	854	93	597	108
partial year leaves without pay	1,268	309	643	74	626	300
full year leaves without pay	1,579	163	971	99	608	130

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